

CHARTER

DEPARTMENT OF THE TREASURY WORLD WIDE WEB STEERING COMMITTEE

Article I. Purpose and Authority.

The Department of the Treasury World Wide Web Steering Committee, hereinafter referred to as the "Committee", is established to provide management direction and oversight of World Wide Web (WWW) use throughout the Department. Toward this end, the Committee shall take those actions necessary to identify business opportunities which can benefit from reinvention using WWW technology, coordinate related investments to reengineer business processes, avoid duplication of effort, and provide advice and consultation to the Assistant Secretary (Management) / Chief Financial Officer on these matters.

The Committee is formed under the authority of Treasury Directive 27-01, "Organization and Functions of the Office of the Assistant Secretary (Management) & Chief Financial Officer (CFO)", dated June 22, 1995.

Article II. Scope.

The Committee will provide a forum for senior managers representing a cross-section of the Department's business interests to guide the use of WWW technology, to establish corporate practices, to recommend policy, and to create opportunities for cross-talk on WWW issues such as resource sharing, common applications, and lessons learned. The Committee will report to the Assistant Secretary (Management) / Chief Financial Officer on issues that have a potential for Department-wide impact. The Committee is empowered to act on and in WWW matters that:

- A. Have business process or information technology implications for two or more Treasury offices or bureaus,
- B. Require significant investment of Treasury funds for the development, acquisition and/or maintenance of WWW systems or services.
- C. Impact the customers of the Department, both internal and external, with appropriate and cost-effective delivery of WWW services.
- D. Provide the support and guidance needed in the use of WWW technology to sustain the varied missions and commitments of the Department of the Treasury.

It is anticipated that the efforts of this Committee will require the support of a World Wide Web Working Group to serve as a technical resource, supporting the Committee's efforts to maximize WWW benefits throughout the Department. The chair of the Committee will establish and direct the activities of the Web Working Group as appropriate.

Article III. **Membership.**

The chair of the Committee will be the Deputy Assistant Secretary for Information Systems (DASIS). In addition, there will be a co-chair from a Treasury office or bureau who will serve a one year term. The rotating co-chair will work in concert with the DASIS to achieve the objectives of the Committee and facilitate communication, participation, and partnership of the general Committee membership.

One voting member from each of the following organizations will constitute general membership:

- A. The designated management official from each Treasury bureau,
- B. The designated management official from each Treasury Under Secretary or Assistant Secretary office,
- C. The designated management official from the Offices of the General Counsel and the Inspector General, and
- D. The Chair of the Web Steering Committee and the Chair of the Web Working Group.

Article IV. **Responsibilities.**

The Committee will advise the Assistant Secretary (Management) / Chief Financial Officer on policy and fiscal issues that have a direct bearing on WWW use in Treasury and the abilities of Treasury offices and the bureaus to perform their individual as well as collective mission. Whenever necessary, the Committee may provide advice and recommendations on issues relating to the following:

- A. Formulation of Treasury policies and practices, development of performance measures, and decision criteria for assessing WWW benefits, costs, and investment risks,
- B. Establishment of a strategic direction and priorities for WWW use throughout the Department,
- C. Improvement of mission related and administrative processes,
- D. Cooperation and sharing among bureaus to identify opportunities for resource sharing, coordination of multi-bureau projects and programs, identification of opportunities for consolidation of activities, implementation of common infrastructure and/or applications, and creation of an environment for information sharing with other agencies,
- E. Initiation of action on high visibility WWW projects which have Department-wide implications, identification of new initiatives, and resolution of problems, and
- F. Establishment of inter-bureau working groups and coordination with Treasury's

Executive Agent Programs.

Article V. **Schedule.**

The Committee shall meet at least quarterly at the call of the Chair or as requested by the Assistant Secretary (Management) / Chief Financial Officer to consider business issues related to WWW use and make appropriate recommendations. A report of each meeting identifying significant actions, accomplishments, and issues will be provided to the Assistant Secretary (Management) / Chief Financial Officer.